Salem County Board of Taxation

November 13th, 2013, 8:30 AM ~ Regular Meeting Agenda

MEETING CALLED TO ORDER IN TAX BOARD OFFICES AT FIFTH STREET OFFICE COMPLEX, 110 FIFTH STREET, SUITE 300, SALEM, N.J., 08079

Adequate notice pursuant to the Open Public Meeting Act has been given of this meeting.

By forwarding notice to the South Jersey Times newspaper company and Elmer Times newspaper company;

By posting notice thereof in the Salem County Board of Taxation office and on the Salem County Tax Board Website @salemcountynj.gov;

By posting notice in the offices of the Salem County Clerk.

Steven Caltabiano
Brenda Hall
Christopher Connor
Angela Susan Voros
Charles D. Sparks, Jr.

MINUTES

The Meeting Minutes for October are presented for review and approval.

GENERAL COMMUNICATION

I received a telephone call from LaToya Walker from the Division of Taxtion to inform me that our request to revise the Tax Appeal instruction sheet was denied. We had wanted to limit the acceptance of Tax Appeal evidence to 7 days prior to the **original** hearing date. Ms. Walker indicated to me that other Counties wanted to have the flexibility to extend the discovery period with a granted postponement. She did say that we were under no obligation to alter our existing policy which is shared by a number of other Counties that requires a hard deadline for evidence submission 7 days prior to the original hearing date. I recommend no change to our existing policy.

ADMINISTRATOR'S REPORT

We have \$1,758.06 left in the 2013 Operating Budget. We will be taking inventory shortly and ordering office supplies as needed before the end of this year. Commissioner suggestions for 2014 are welcome. Our Budget for Operations in 2013 was \$5,600. Proposal for 2014 will be \$6,000.

In response to the Salem County Board of Taxation directives we continue to use more of our Trust Fund to finance legally permissible expenses.

PRESIDENT'S REPORT

Reaffirmation of existing Board Policy to disallow Tax Administrator from instituting override changes to Tax List during restricted period 1/10/14 to 3/10/14 without prior approval of the Salem County Board of Taxation.

UNFINISHED BUSINESS/SR1A MONTHLY SUMMARY REPORT

Item 1:E-Mail to Assessors with Attached Sr1A Summary Report

Item 2: Attached SR1A Summary Report sent to State on November 1st

Item 3: Marie Procacci explanation and Administrators response

Item 4: N.J.A.C. 18:12A-1.17 (2013) Statutory time allowances.

NEW BUSINESS

Discussion of 2014 Budget request to county and review of 2013 expenditures.

PUBLIC COMMENT

Next Meeting will be held Wednesday December 11th at 8:30 AM to hear Added/Omitted Appeals.